

Voting Equipment Selection Committee
April 29, 2004
Minutes

Committee Members in Attendance:

Val Oveson, State CIO
Amy Naccarato, Director of Elections
Ray Palmer, Governor's Office IT
LuAnn Adams, Box Elder County Clerk
Sherrie Swensen, Salt Lake County Clerk
Linda Lunceford, Weber County Clerk
Robert Pero, Carbon County Clerk
David Yardley, Iron County Clerk
Mark Langston, Davis County IT
Neil Peterson, Utah County IT
Liz McCoy, Disability Law Center
Bill Gibson, Division of Services for the Blind and Visually Impaired
Thom Roberts, Attorney General's Office

Absent:

Debbie Gundersen, Office of State Purchasing
Steve Harmsen, Salt Lake County Council

I. Welcome

The Committee was called to order to by Val Oveson at 1:00 p.m.

II. Approve minutes

The Committee voted to approve the minutes of the April 15, 2004 meeting.

III. Work Time

The Committee determined that additional meeting were needed to further develop the RFP. Meetings were scheduled for May 13, 2004 to be held in Box Elder County and May 20, 2004 to be held in Salt Lake at the Library for the Blind.

The group discussed the type of RFP that they intend to develop. Committee members discussed the difference between the RFI and RFP processes. Most Committee members expressed a desire to allow voting constituencies to use the equipment in either a pilot project or mock election setting. There was a group discussion regarding the possibility of holding mock elections as part of the RFP or RFI process.

After some discussion regarding the distinctions between the RFP and RFI process, the Committee voted to move forward with the RFP process. David Yardley made the motion and there was a second to the motion by Mark Langston. The motion passed with one vote against cast by Sherrie Swensen.

The Committee then discussed the timeline for the release of the RFP. LuAnn Adams made motion to release the RFP in June. David Yardley seconded that motion. The group voted to prepare an RFP to be released the second week of June 2004. The motion passed with one vote against cast by Sherrie Swensen.

Committee members volunteered to work on the process of drafting different portions of the RFP. Committee assignments were made as follows:

Basic technical requirements—Neil Peterson, Linda Lunceford, Sherrie Swensen and Val Oveson

Security and Accuracy—Ray Palmer, Mark Langston and Steve Harmsen

Cost—Amy Naccarato

Ability to adapt to State Law—Linda Lunceford and Thom Roberts

Ability to support system—David Yardley

Election Management—Sherrie Swensen, Luann Adams and Bob Pero

Ease of Use—Liz McCoy, Bill Gibson and Amy Naccarato

Accessibility—Liz McCoy and Bill Gibson

Reliability—Steve Harmsen and Mark Langston

Executive committee for drafting total RFP—Val Oveson, Amy Naccarato, Liz McCoy and Mark Langston

Committee members were asked to email copies of their proposed draft language to Amy Naccarato by May 10, 2004. An integrated draft will be presented in Committee on May 13, 2004.

The meeting adjourned at 2:50 p.m.